

**TOWN OF ROCKY HILL
CHARTER REVISION COMMISSION
MEETING OF JUNE 2, 2015**

I. CALL TO ORDER

Chairman Jim Tallberg called the Tuesday, June 2, 2015 meeting to order at 6:00 p.m. in the Council Meeting Room of the Rocky Hill Town Hall, 761 Old Main Street, Rocky Hill, Connecticut.

Present: Jim Tallberg, Chairman
Phil Benoit, Vice Chairman
Rocco Sanzo, Commissioner
Neil Geldof, Commissioner
Frank Simboski, Commissioner
Jeffrey Thomen, Commissioner

Also: Guy Scaife, Town Manager

II. PUBLIC COMMENT

No one was present to speak.

III. APPROVAL OF MINUTES

No approval.

IV. REVIEW AND APPROVAL OF DRAFT REPORT

The Commission approved items 1, 2, and 2 as is other than a typo that needs to be fixed.

Section 4 Board of Education: the Commission had a long discussion about modifying this Section but they decided to leave this section as is.

Page 1: Some minor changes were made including corrections of typos, substitution of the word “consensus” instead of “unanimously” and addition of names of people who spoke at the Charter Revision meeting.

The Town Attorney is looking into the references to the Ordinances that are in the Charter.

Section 502 Powers and Duties of the Town Manager: Add language that the Town Manager shall serve as the Director of Public Safety unless directed otherwise by the Town Council because of State Emergency Operations Center (EOC) requirements.

Section 504: Minor changes to the wording were made. References to an Asst. Town Manager were removed. There was a discussion about whether or not the Town Council needs to approve the Town Manager's appointment of an Acting Town Manager in his absence. The Commission agreed that the Town Manager should be able to make that appointment on his own, but the Town Council could step in if needed.

Section 603 Director of Health: Representatives from the Central Connecticut Health District submitted suggested language for this section. Section 603 will remain the same with the addition of this language.

Section 604: Strike the words "Director of Public Welfare" and replace it with Director of Human Services. The *Director of Public Welfare* is being changed to the Director of Human Services.

Section 605: They are deleting references to Constables

Section 609 Public Building Commission: No actual language was received from members of the current Public Building Commission. This Commission was attempting to change the language of this section to try to make the PBC more streamlined when dealing with developers and construction companies. The Commission did agree to leave the current language as is except for changing the threshold for creating a PBC to \$1,000,000.

Section 703 Departments of Police and Fire: Eliminated the first paragraph of that section as well as Division of Police. Change the name of this section from Department of Public Safety to the Police Department.

Section 704 Department of Fire: This will be a new separate section.

Section 705 Division of Civil Preparedness: This section becomes Emergency Management Director.

The Building Inspector position will be placed under the Community Development Section. Staff suggestions will be included in this Section as part of the Draft Charter. If the Commission decides on further changes, that can be done after the public hearing.

The Department of Highways and Engineering becomes Department of Public Works. Included in that Section will be the Department of Community Development.

Section 705 The Department of Parks and Recreation: The Commission had a brief discussion about whether or not to eliminate the sentence stating that park and recreation personnel shall be assigned to the Highway Division during snow and ice removal. It was decided that this was not appropriate to have in the Charter.

Section 803: Change the dates for submitting budget from 135 to 105 days before the end of the fiscal year.

Section 1103: The Statutory reference in this section will be updated per the suggestion of Town Attorney Borea.

Section 904 Prohibitions: Title will be changed to Discrimination Prohibited.

Section 901-907: The Personnel Director submitted additional changes for this section. These changes were not substantive changes, by mainly made to reflect current practices and terminology. After reviewing these changes the Commission agreed to accept these changes.

Commissioner Benoit suggested adding a statement requiring that the Town Council shall appoint a Charter Revision Committee every 10 years starting in 2025 to review the Town Charter. The Commission discussed whether or not adding this is necessary. The Commission decided to leave this terminology out.

A MOTION was made by Commissioner Thomen that they adopt all changes they discussed tonight and in conjunction with that draft a final draft of the Charter for the public hearing on June 11th. The motion was seconded by Commissioner Geldof. All were in favor, MOTION CARRIED UNANIMOUSLY.

The Commission agreed to have the draft ready by Thursday. A document showing the tracking of the Charter changes will be available at the public hearing.

V. ADJOURNMENT

A MOTION was made by Chairman Tallberg to adjourn the meeting at 8:50 p.m. Motion was seconded by Commissioner Sanzo. All were in favor, MOTION CARRIED UNANIMOUSLY.

Respectfully submitted,

Eileen A. Knapp
Recording Secretary